

Applicant Training How to Apply to Jobs

What is USAJOBS

 USAJobs is an OPM computer system that advertises federal jobs on the internet.

 Agencies are required to advertise open jobs on USA Jobs.

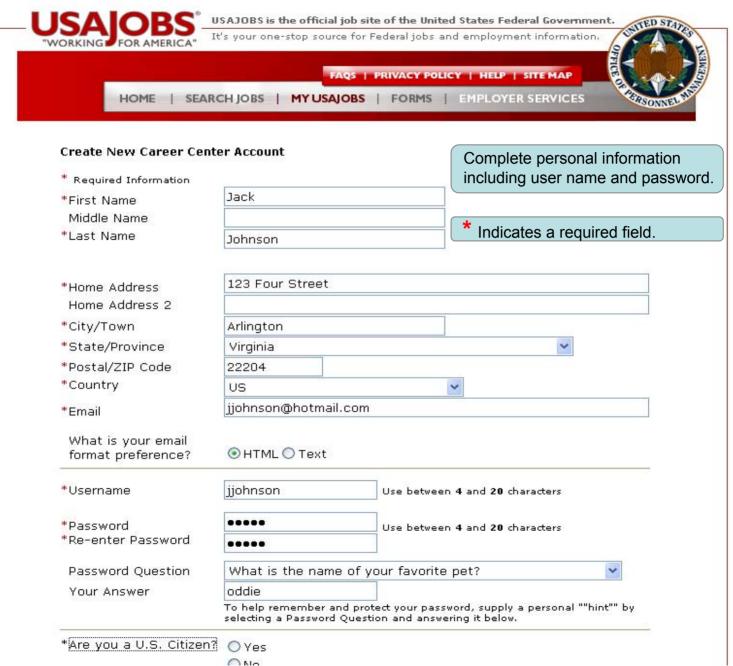
Difference between Monster and Avue

- AVUE is the system that Human Resources used to use to keep track of job announcements.
 - Employees could log onto Avue to apply for jobs or apply manually, depending upon the job announcement.
- Monster is the new system that HRSD will use to keep track of job announcements.
 - Employees will be able to log onto USAJobs to find jobs and will be transferred directly to Monster to apply for jobs if applying online is required in the job announcement.
 - You only need one password!
 - You only have to remember one website!

USAJOBS - LOG IN



PERSONAL INFORMATION



What is your email	_	form
format preference?	● HTML ○ Text	form.
*Username	jjohnson	Use between 4 and 20 characters
	<u> </u>	
*Password	••••	Use between 4 and 20 characters
*Re-enter Password	••••	
Password Question	What is the name of	your favorite pet?
Your Answer	oddie	
		rotect your password, supply a personal ""hint"" by stion and answering it below.
*Are you a U.S. Citizen	? ⊙Yes	
	O No	
If you are not a U.S. (citizen, please provide o	country of citizenship:
Country of citizenship		· ·
Do you claim veterans		
*Veterans' Preference	No	
		e based on active duty in the U.S. Armed
	Forces	based on active daty in the electrimed
	010-point preference	ce for non-compensable disability or a purple
	heart	
		ce based on a compensable service-
	-	of 10 percent but less than 30 percent
		ce based on spouse, widow, widower, or
	mother preference	
		ce based on a compensable service-
	connected disability of	of 30 percent or more
ubmit when finished.	Submit	Cancel
DITHE WITCH HITISTICA.		

Continue to complete registration



This is a United States Office of Personnel Management website. USAJOBS is the Federal Government's official one-stop source for Federal jobs and employment information.







USAJOBS is the official job site of the United States Federal Government.

It's your one-stop source for Federal jobs and employment information.

FAQS | PRIVACY POLICY | HELP | SITE MAP

HOME | SEARCH JOBS | MY USAJOBS | FORMS | EMPLOYER SERVICES

Veterans' Preference

Since the time of the Civil War, Veterans of the Armed Forces have been given some degree of preference in appointments to Federal jobs. Recognizing that sacrifices are made by those serving in the Armed Forces, Congress enacted laws to prevent veterans seeking Federal employment from being penalized because of the time spent in military service.

By law, veterans who are disabled or who served on active duty in the Armed Forces during certain specified time periods or in military campaigns are entitled to preference over non-veterans both in hiring from competitive lists of eligibles and in retention during reductions in force.

Preference does not have as its goal the placement of a veteran in every vacant Federal job; this would be incompatible with the merit principle of public employment. Nor does it apply to promotions or other in-service actions. However, preference does provide a uniform method by which special consideration is given to qualified veterans seeking Federal employment.

Preference applies in hiring through the competitive examining process, for most excepted service jobs, and when agencies make temporary appointments or use direct hire and delegated examining authorities from the U.S. Office of Personnel Management.

General Requirements for Preference

To be entitled to preference, a veteran must meet the eligibility requirements in section 2108 of title 5, United States Code. This means that:

- A discharge or release from active duty in the armed forces under honorable conditions (i.e., an honorable or general discharge from active duty in the armed forces) is necessary.
- Military retirees at the rank of major, lieutenant commander, or higher are not eligible for preference unless they are disabled veterans.



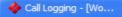
Done















Internet

USAJOBS - CREATE A RESUME



Log Out

Jack Johnson, Welcome to Your Personal Career Center Home Page

Find everything you need to manage your career development.

Create a New Resume

MY JOB SEARCH AGENTS

Get your job search agent results here.

Create New Asset

After creating a "User Account", applicants Must build a resume online using USAJobs Resume Builder.

Current Profile Info

Jack Johnson

Email:

jajohnson@hotmail.com

If you're not Jack Johnson, <u>click here</u>

Has your email address changed? Have you moved?<u>Click here</u> to update your account profile.

Last on:

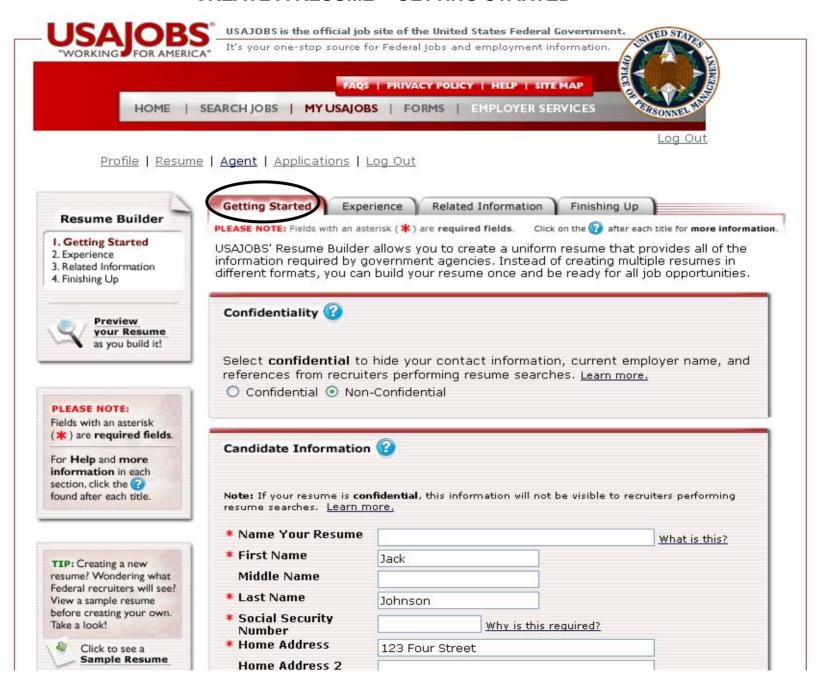


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Home | Search Jobs | My USAJOBS | Forms
FAQS | Privacy Policy | Help | Site Map
Contact Us | Privacy Act and Public Burden Information

CREATE A RESUME – GETTING STARTED



HELP

GETTING STARTED

Confidentiality

Choose confidential to hide your contact information, current employer name (your current job is defined by an end date of 'present'), and references, from recruiters performing resume searches. If your resume is confidential, recruiters who find your resume will contact USAJOBS and we will forward the recruiter's message to the email address you've provided. If you apply online with a confidential resume, ALL information will be visible to the recipient.

Note: If you wish to hide your entire resume from recruiters performing resume searches, select the non-searchable option when you reach the Finishing Up page.

Privacy Policy

USAJOBS will not disclose to any third party your name, address, e-mail address or telephone number without your prior consent, except to the extent necessary or appropriate to comply with applicable laws or in legal proceedings where such information is relevant.

For more information, see our Privacy Policy

Candidate Information

In this section you'll enter your resume title and contact information. See below for additional information on selected fields:

Name Your Resume

Enter a name for your resume that is meaningful to you. Your resume title is never seen by recruiters and is only there for you to keep track of your resumes.

Social Security Number

Executive Order 9397 (November 22, 1943) requires that any person doing business with the Federal government must furnish a Social Security Number or tax identification number. We must have your Social Security Number (SSN) to identify your records because other people may have the same name and birth date. The Office of Personnel Management may also use your SSN to make requests for information about you from employers, schools, banks, and others who know you, but only as allowed by law or Presidential directive. The information we collect by using your SSN will be used for employment purposes and also for studies and statistics that will not identify you. Providing your SSN, or any other information is











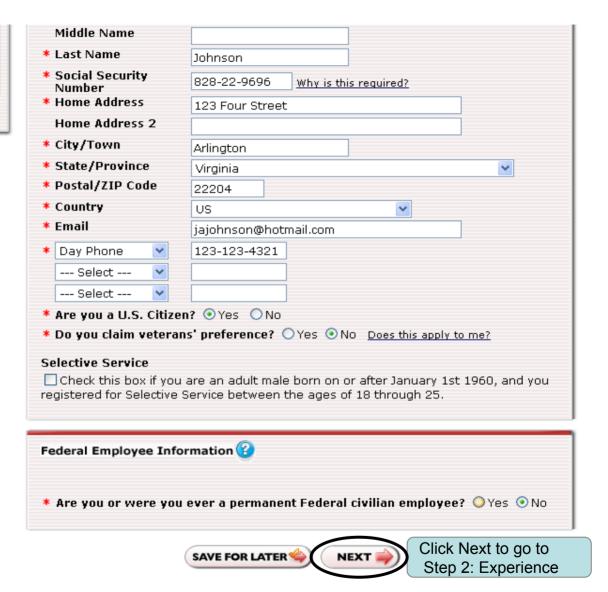




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resume? Wondering what Federal recruiters will see? View a sample resume before creating your own. Take a look!

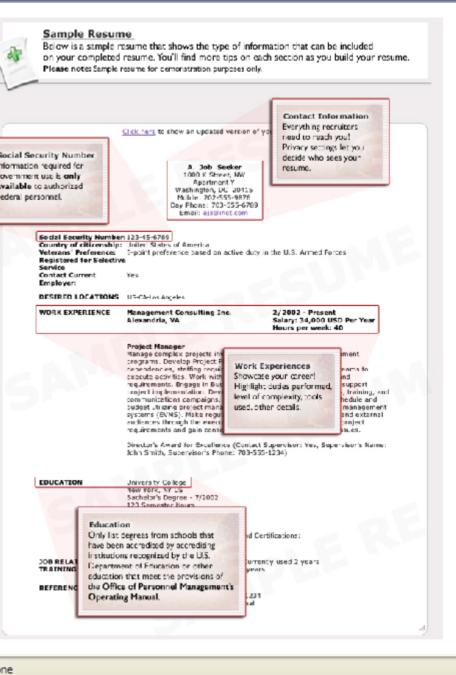
Click to see a Sample Resume





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STEP 2 - EXPERIENCE



Duties, Accomplishments and Related Skills

- For a handy list of the duties in your current job, see your current position description.
- A copy of your current position description is available:
 - From your supervisor, or
 - From Human Resources

	Select	
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celevalit Coursework,	Licensules and Certifications	
	~	
ou have 2000 characters r	remaining for your description)	
	ADD EDUCATION	
OR		
The fact of the second		
☐ I have no relevan	nt education.	
☐ I have no relevan	nt education.	
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Click Next to go to Step 3: Related Info



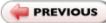
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STEP 3 - RELATED INFORMATION



☐ Permanent ☐ Detail ☐ Federal Caree	☐ Temporary ☐ Term ☐ Intermittent☐ Temporary Promotion ☐ Summer ☐ Seasonal r Intern ☐ Student Career Experience			
What type of work schedule will you be willing to accept?				
Full Time	☐ Part Time ☐ Shift Work ☐ Job Share			
Desired Location	ns 😢			
Note: Including this	ns ② information will provide recruiters with additional detail on the type of position will not exclude your resume from consideration.			
Note: Including this you are seeking. It Please select the	information will provide recruiters with additional detail on the type of position			
you are seeking. It Please select the	information will provide recruiters with additional detail on the type of position will not exclude your resume from consideration. Desired Location(s) you are willing to work in.			







Click Next to go to Step 4: Finishing Up



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Availability

What type of work are you willing to consider?

Use this optional section to provide recruiters with more information on the type of position you are seeking. Check all that apply.

See below for work type definitions:

Permanent: Appointments with no time limitation. If the permanent appointment is on a full time or part time work schedule, you are eligible for all benefits and entitlements. You are entitled to earn leave (vacation and sick time), as well as have retirement, and you can take advantage of the Government's health benefits and life insurance coverage. In most cases, you are eligible to compete for promotion and other career opportunities in both the agency in which you were hired and in other Federal agencies.

Temporary: Non-permanent appointments filled for 1 year or less. However, these appointments may be extended for an additional year, up to a total of 2 years. A temporary appointment does not lead to competitive or permanent status nor are you entitled to retirement or other benefits. However, if your appointment is extended to a second year, you will be eligible to participate in the Federal Employees Health Benefits Plan (FEHB). If you choose to enroll, you will pay the full cost of enrollment.

Term: A Federal term position is one that is non-permanent, but lasts more than one year. Term positions normally may last for up to four years. Employment is automatically terminated on the expiration date of the appointment, A term appointment does not lead to permanent or competitive status. If the term appointment is on a full time or part time work schedule, you are eligible for all benefits and entitlements. You are entitled to earn leave (vacation and sick time), as well as have retirement, and you can take advantage of the Government's health benefits and life insurance coverage.

Intermittent: If you are on an intermittent appointment, you do not have an established work schedule, but only come to work when you are specifically asked to do so. You are only paid for the hours you actually work. As an intermittent employee, you may be on a permanent, term, or temporary appointment.

Detail: A special type of temporary assignment applicable to someone who is already an employee of the Federal government. In many cases, you are only eligible for consideration for detail opportunities if you are already employed by the organization in which the detail is offered. If you are detailed, you are assigned to different set of duties for a specified period of time, but continue to be paid at the rate of pay associated with your permanent position.













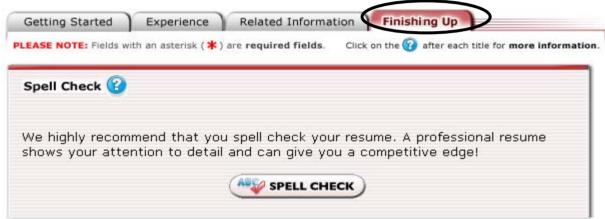


STEP 4 - FINISHING UP



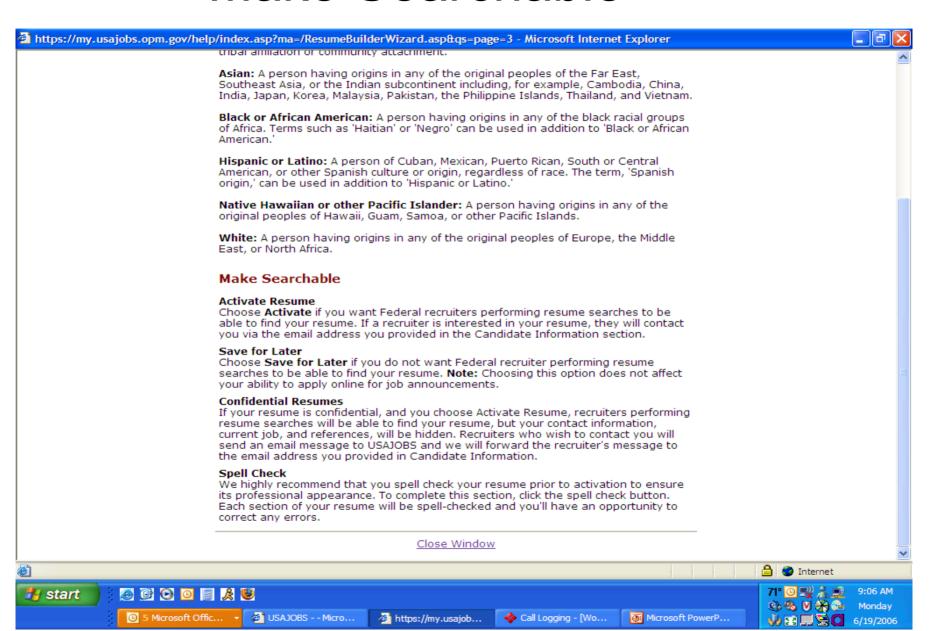
Profile | Resume | Agent | Applications | Log Out



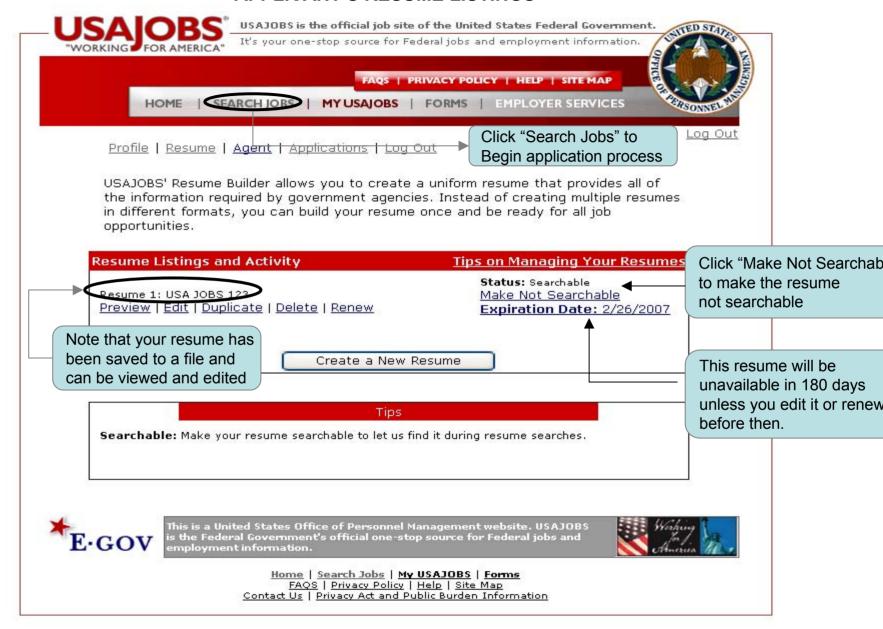




Make Searchable



APPLICANT'S RESUME LISTINGS





































Address Addres





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FAQS | PRIVACY POLICY | HELP | SITE MAP

SEARCH JOBS | MY USAJOBS | FORMS | EMPLOYER SERVICES

Animal & Plant Health Inspection Service

Department: Department Of Agriculture

Agency: Animal & Plant Health Inspection Service Sub Agency: Marketing & Regulatory Programs

Job Announcement Number: 6PO-2006-0004

Overview Duties Qualifications and Evaluation Benefits and Other Information

How to Apply

◆ Back to Search Results

Secretary (Office Automation)

View vacancy announcement

SALARY RANGE: 28,349,00 - 36,856,00 USD per year

OPEN PERIOD: Tuesday, June 06, 2006 to Monday, June 19, 2006

SERIES & GRADE: GS-0318-05/05

POSITION INFORMATION: Full-Time Permanent

PROMOTION POTENTIAL: 05

DUTY LOCATIONS: 1 vacancy - Edinburg, TX

WHO MAY BE CONSIDERED:

Current and former federal employees within the Edinburg, TX local commuting area with competitive status (including reinstatement eligibles) and others under special hiring authorities. Go to the following website for a list of these authorities:

http://www.aphis.usda.gov/mrpbs/job opportunities main.html

***Applicants NOT in the these groups should apply to Case Exam vacancy announcement # [24PQ-2006-0008].

Be sure to print this entire vacancy announcement. It will help you to apply for the job!







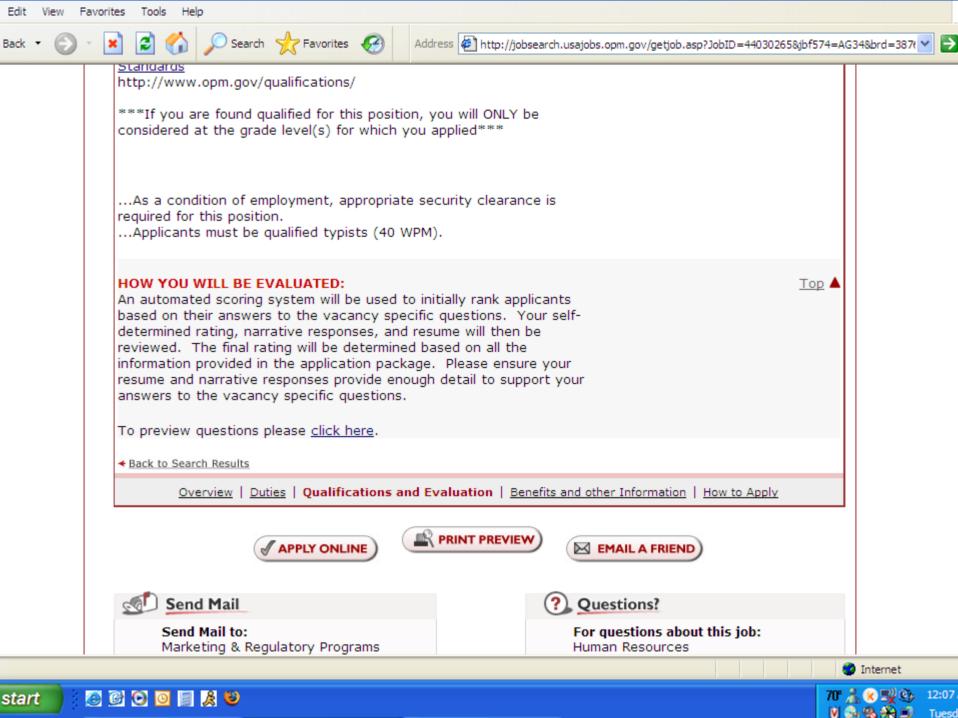


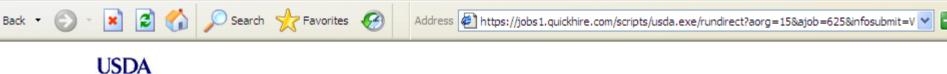


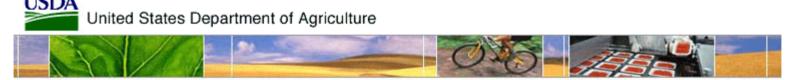












his is a PREVIEW ONLY! To apply for the vacancy you ill answer the questions online.

b Specific Questions

ade: 05

. GS-5 - Choose one answer that best describes your education and experience.

- I possess at least one year of specialized experience equivalent to at least the GS-4 grade level in
- Federal service performing work related to the duties of the position described in the vacancy iouncement.
- I have successfully completed four full years of education above the high school level.
- I possess a combination of post-high school education and specialized experience.
- I do not meet any of the requirements as described.

Grades

. Do you type at least 40 wpm?

Yes No





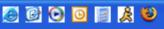












Click on [Continue] and you will see the more detailed explanation of vour status.

This Track your online job applications option is the only notification you will receive concerning the status of your application. No additional correspondence will be sent.

If you have questions about your rating please submit your questions in writing via e-mail or USPS mail to the contact listed in the Agency Contact section of this announcement. Click Apply Online to begin

◆ Back to Search Results

Overview | Duties | Qualifications and Evaluation | Benefits and other Information | How to Apply







applying to this job.



Send Mail

Send Mail to:

Marketing & Regulatory Programs 100 N. 6th Street Butler Square Bld, 5th Floor, Suite 510 C Minneapolis, MN 55403



For questions about this job:

Human Resources Phone: 612-336-3401 Fax: 612-370-2209

Internet:

charlotte.f.drone@aphis.usda.gov











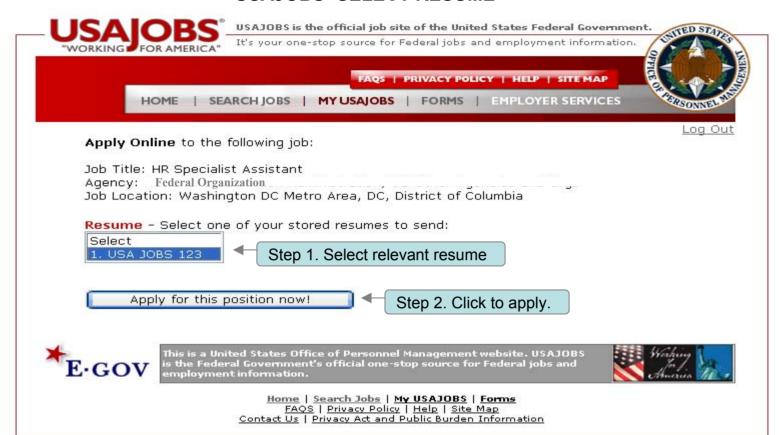


Fax: 612-370-2209





USAJOBS- SELECT RESUME











Address Addres





USAJOBS is the official job site of the United States Federal Government.

It's your one-stop source for Federal jobs and employment information.



We are now bringing you to the system used by the

Animal & Plant Health Inspection Service

to complete the application process. You'll be returned to USAJOBS upon completion.

(Your browser should automatically take you there in 15 seconds.)











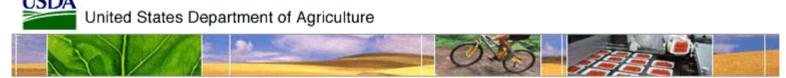












elcome

a have arrived here from Recruitment One Stop to continue your application.

rketing & Regulatory Programs

Q-2006-0004 Secretary (Office Automation)

ed upon our information, you have visited our site in the past. What would you like to do?

Update my information that is on file Take me to the Assessment

ontinue

Returning applicants will see this screen and have two options:

- 1. Update registration information
- 2. Continue application process

Questions, Comments or Feedback can be directed to





















Welcome

WELCOME – QUICKHIRE APPLICANT SITE NEW USER

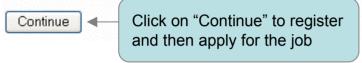
You have arrived here from Recruitment One Stop to continue your application.

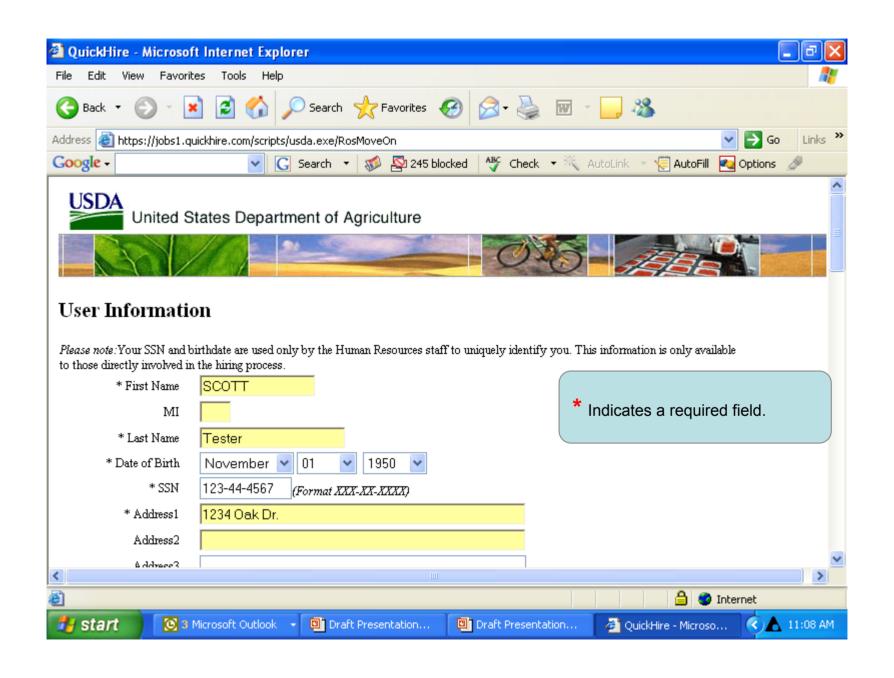
Federal Organization

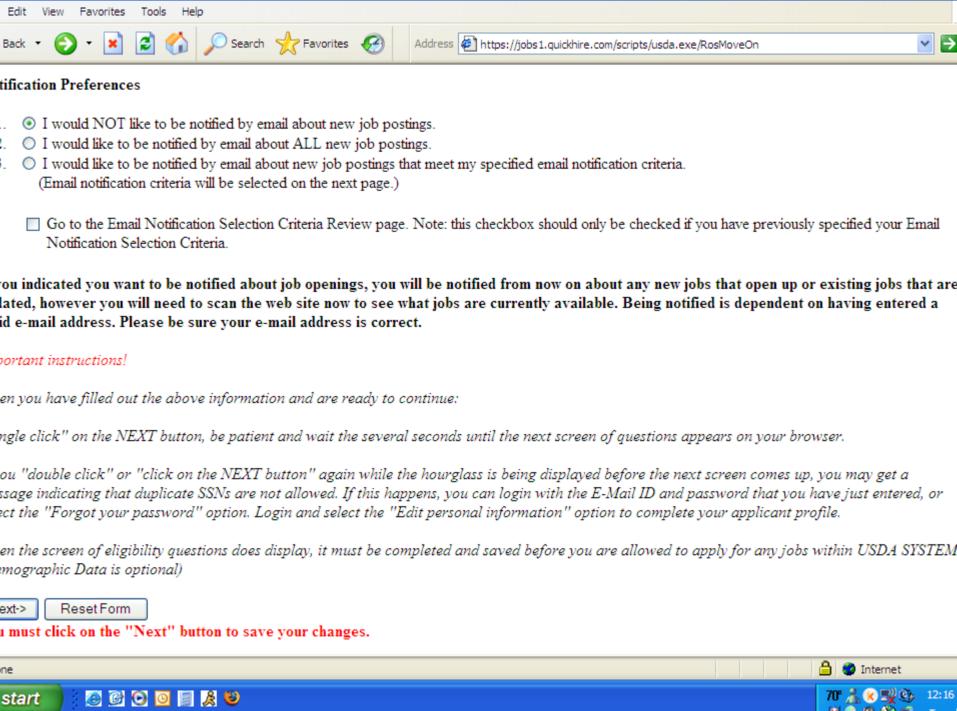
First-time users will see this screen.

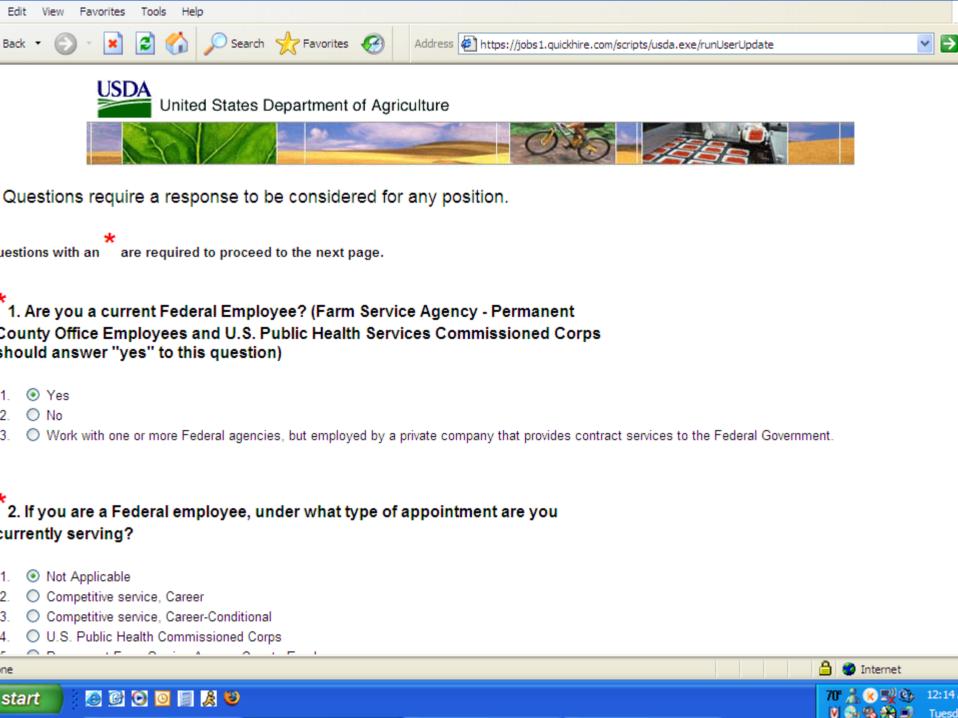
HQ-N-2005-0113 HR Specialist Assistant

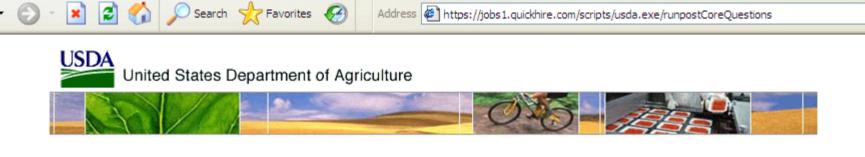
Please click on continue to move to the next step in the process. We need to collect a few more pieces of information before we continue the application steps remaining to complete the application.











our registration information has been saved!

sed upon the information provided your additional status information is as follows:

SDA SYSTEM ID 16924 has been updated!

sed upon the information provided you are eligible for the announcement types listed below

Public Non-Status Positions	Open to all qualified candidates, including Federal employees.	
Public Status Positions	Unless otherwise stated on the vacancy announcement, Open to current or former Federal employees with Federal competitive employment status obtained through a current or former permanent competitive service appointment with the Federal government or to individuals with eligibility for noncompetitive special appointing authority or to Veterans eligible under the Veterans Employment Opportunity Act of 1998.	
Internal Positions	Open to Internal employees serving on permanent competitive service appointments or to Internal employees serving under certain noncompetitive special appointing authorities.	







∨ [→



rade and Location Selection

s position is offered at multiple grade levels. To better determine your eligibility you can opt in for the grades for which you would like to compete. You will be sidered separately for each grade you select. Select from the list below.

Please indicate the grades for which you wish to be considered.

eck all that apply

Grade 05

better match applicants with location preferences, indicate location preferences below.

Please indicate the locations for which you wish to be considered.

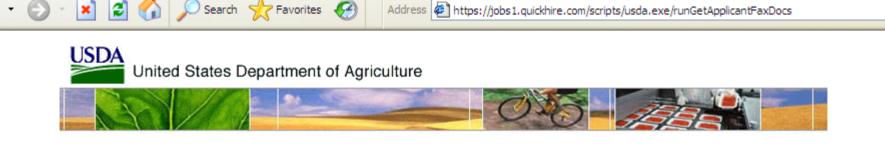
eck all that apply

Edinburg, TX





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~ [→

Internet

order to be considered for a position, you must provide the requested documentation. Please print out a fax cover sheet for each of the requested

enerate Auto-Requested Fax Cover Sheets

start

uments and fax the cover sheet and document to the phone number indicated on the fax coversheet.

each requested document, please print a fax cover sheet by selecting the checkbox in the "Select Cover Sheet" column and click on the "Print"

ver Sheet" button. In order to print the cover sheet, you must be connected to a printer.

w must follow the Fax Instructions very carefully for us to be able to process your faxed documents correctly. Please click on the link below to w Fax Instructions. We recommend that you print these instructions and keep them handy while faxing. View Fax Instructions

DOCUMENT TYPE	SELECT COVER SHEET	STATUS
SF-50		Not Received
College Transcripts		Not Received
Schedule A Certification		Not Received
Print Cover Sheet View Fax Instructions one	In the final step of applying for certain jobs, applicants may be asked to fax in certain documents. These documents are required in order for the applicant to be considered for that position. The applicant must select the relevant cover sheet and click the "Print Cover Sheet" to begin the process.	

Fax Instructions

- Select the documents that you need a cover sheet for, by placing a check-mark in the "Select Cover Sheet" box. Only select the requested documents that are relevant to you. Create the cover sheets by clicking on the "Print Cover Sheet" button. This will create cover sheets for all of the selected documents in a new window.
- Print the cover sheets. If you are not connected to a printer you can return to this application later as a registered user and print at that time. There is special data on the cover sheet that enables us to process your faxed document without human intervention. Do not edit the cover sheet or write anything on it. Make sure the printout is un-skewed, clear, and legible with a white background.
- company cover sheet does not go on top of the cover sheet that was printed from the application. We cannot process your document if the first sheet in the fax is anything other than the cover sheet created by our application.

Create fax set(s). Place cover sheet on top of the requested document. The data on the cover sheet is read using Optical Character Recognition technology and identifies the applicant, document, and vacancy as applicable. If the fax is coming through a commercial facsimile provider, ensure that their

- Fax each set separately. For example, if you have to send ten documents you will need to send ten separate faxes with ten different fax cover sheets as the first page in each set. Find out the correct way to place the document(s) in the fax machine in order to avoid sending the faxed documents upsidedown, back-side, or skewed. If you fax two sets with the same cover sheet the second fax will replace the first one in our system.
- Fix the problem and submit the fax again if you did not receive a confirmation email for a document. Please be aware that some email systems may place our confirmation emails in "junk" or "bulk" folder.

Check for confirmation emails for all documents that you have faxed. Confirmation emails are sent automatically after we receive the faxed cover sheet.

Also, check the status on your fax machine to ensure that the entire fax including cover sheet and document were sent successfully.





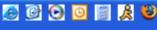














Internet





x Instructions

Favorites

ix the appropriate cover sheet and a legible copy of the corresponding document. Each document must be dialed and ked in separately as each sheet includes an identification number, which ensures your document is processed correctly. ou should receive an email that the fax has been received by HR. If you do not receive the email then please fax the cument again or contact Jeffrey.Shen@usda.gov.



















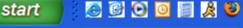












Personal Info

QUICKHIRE - PREVIEW APPLICATION

First Name:	JACK
MI:	
Last Name:	JOHNSON
Address1:	123 FOUR STREET
Address2:	
City:	ARLINGTON
State:	VA
Zip Code:	22204
Plus 4:	
Phone:	123-123-4321
Email:	jajohnson@hotmail.com
US Citizen:	Υ
Veteran Preference:	Not a veteran
Start of Service:	
End of Service:	

Preview entire application:

- 1. Personal Information
- 2. Core Questions
- 3. Vacancy Questions
- 4. Resume Review

Core Questions

Grade	Number	Question	Answer
	1	Are you a veteran who was separated from the armed forces under honorable conditions after completing an initial continuous tour of duty of 3 years (may have been released just short of 3 years)?	No
	3	Are you a current Federal employee?	No
	4	Are you a current Federal employee serving under a Veteran's Recruitment Appointment(VRA)?	No
	5	If you are a current Federal employee, by what agency and organization are you employed?	Not applicable
	8 If you are a Federal employee, under what type of appointment are you currently serving?		Not applicable
	10 If you are NOT a current Federal employee, do you have reinstatement eligibility?		Not applicable
	15 Have you accepted a buyout from a Federal agency within the past 5 years?		Not applicable
	16	Are you eligible for an excepted appointment under the <u>Federal Employment Program for Persons</u> with <u>Disabilities</u> ? Individuals who have a physical or mental impairment that limits one or more major life activities AND have been certified by a State Department of Vocational Services are eligible for appointment under a variety of excepted service authorities under this program.	I prefer not to answer this question
	17	Are you eligible for noncompetitive appointment under a Special Appointing Authority?	Yes

	40	If you are a male at least 18 years of age, born after December 31, 1959, have you registered with
40	40	the Selective Service System (select "Not applicable" if this question does not apply to you)?

Not applicable

Vacancy Questions

Grade	Number	Question	Answer
13	1	Have used two-way radios to receive and transmit messages	I have supervised performance of this task and / or I have trained others in performance and / or am normally consulted by others as an expert for assistance in performing this task
13	2	Completed trip tickets and preventative maintenance records	I have supervised performance of this task and / or I have trained others in performance and / or am normally consulted by others as an expert for assistance in performing this task
13	3	Loaded and arranged cargo so that it does not shift or fall during transport	I have supervised performance of this task and / or I have trained others in performance and / or am normally consulted by others as an expert for assistance in performing this task
13	4	Operated motor vehicles with manual transmissions	I have supervised performance of this task and / or I have trained others in performance and / or am normally consulted by others as an expert for assistance in performing this task
13	5	Completed safety training for motor vehicles	Yes
13	6	Have you ever had your driver's license suspended or revoked?	No
13	7	Have you been given a ticket or arrested for breaking a driving law during the last five years? (Do not include parking tickets)	No
13	8	Provided for standard feeds and liquids	I have supervised performance of this task and / or I have trained others in performance and / or am normally consulted by others as an expert for assistance in performing this task
13	9	Observed animals for obvious changes of appearance and activity	I have supervised performance of this task and / or I have trained others in performance and / or am normally consulted by others as an expert for assistance in performing this task

Resume Review for this Vacancy

Below is the resume, retrieved from Recruitment One Stop, that will be used for this vacancy. Please verify it is the correct resume for this announcement. If it is not, update your resume on ROS and re-apply for this announcement.

Hours per week: 40 HR Admin Specialist

Responds to employee requests for information concerning policies, procedures, and benefits.

Verifies and processes employee payroll information and authorizes payroll to make appropriate deductions, etc.

Maintains a complete and accurate employee database in the HR management information system.

Maintains employee personnel, medical, and related personnel files.

Processes claims and appeals for unemployment insurance benefits.

Receives and audits benefits billing information for HR Manager to ensure accuracy of information received regarding employed Processes and coordinates COBRA coverage between various entities.

Assists Risk Manager in processing and coordinating Worker's Compensation paperwork, activities, and audits.

Under the direction of the HR Manager, maintains all documentation necessary for the City's federally mandated Affirmative A Prepares payment authorizations for benefits billings and HR purchases.

Generates and collates Human Resources and Department of Administration reports and participates in research and other projections coverage and assistance to other Department of Administration positions as needed.

Performs other duties as assigned.

EDUCATION

Penn State University York, Pennsylvania US Bachelor's Degree

LANGUAGES

Spanish
Spoken: Advanced
Written: Advanced
Read: Advanced

REFERENCES

John Myers Merger, Inc. HR Manager

Phone Number: 703-321-1234 Reference Type: Professional



Click "Finished" after satisfactory review of application.

If applicant would like to edit application, he/she has to still complete this application process. Then the applicant must return to USAJobs, log in AGAIN and repeat entire process.

QuickHire. Xi



USAJOBS is the official job site of the United States Federal Government.

It's your one-stop source for Federal jobs and employment information.

We are now bringing you back to the

USAJOBS

site to complete your application.

(Your browser should automatically take you there in 15 seconds.)



USAJOBS - APPLICATION STATUS



USAJOBS is the official job site of the United States Federal Government.

It's your one-stop source for Federal jobs and employment information.

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Log Out

Profile | Resume | Agent | Applications | Log Out

Application Status

Only after applicants have returned to USAJOBS is application complete.

Your resume has been **SENT** to Hiring Federal Agency for consideration on HQ-N-2005-0113, HR Specialist Assistant.

Please read the vacancy announcement carefully. Make sure that you are sending all the required additional documentation. Submitting your resume may not be the only step in the application process.

<u>Click here</u> to search again. <u>Click here</u> to track your job application with us.



This is a United States Office of Personnel Management website. USAJOBS is the Federal Government's official one-stop source for Federal jobs and employment information.



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Contact Us | Privacy Act and Public Burden Information



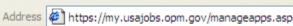


















Log Out

Profile | Resume | Agent | Applications | Log Out

Pay Plan: GS-0110-07/05

USAJOBS Online Application History

IMPORTANT! Please note that your application history only logs applications initiated using your USAJOBS resume and the USAJOBS online application process. Unfortunately, we don't have a record of your application if it was submitted through the mail or through another automated system. Each record will be deleted 18 months after Initial Application Date. You may want to print this page for future reference.

Applications 1 to 8		Page: [1]			Page 1 of 1	
Initial Application▼ Date	Job Summary	Job Agency Status Name		Last Application Update	Application Status	
6/19/2006	Secretary (Office Automation) Job Announcement Number:6PQ-2006-0004 Pay Plan: GS-0318-05/05 Location: US-TX-McAllen, Pharr & Edinburg area	Active	Animal & Plant Health Inspection Service	6/19/2006	Application Started more information	
6/2/2006	ECONOMIST Job Announcement Number:WA113075-LLI	Evnirad	Animal & Plant Health	6/2/2006	Application Started	

Inspection

Click here to view detaile applicant status and Generate fax cover shee











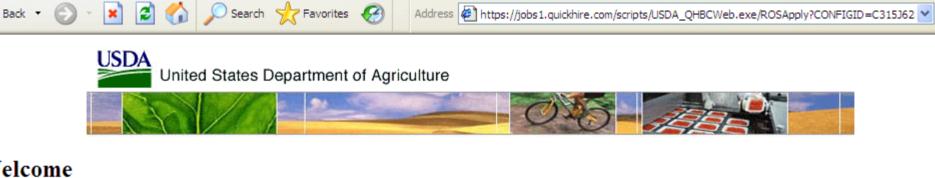












a have arrived here from Recruitment One Stop

ed upon our information, you have visited our site in the past. What would you like to do?

View Detailed Status of applications with this agency

View/Generate Fax Cover Sheets

ontinue

Questions, Comments or Feedback can be directed to



























Address Address https://jobs1.guickhire.com/scripts/usda.exe/RosMoveOn

urrent Application Status

ou have not submitted any applications for any announcements.

O Search 🌪 Favorites 🚱

View Open Announcements



Questions, Comments or Feedback can be directed to Jeffrey. Shen@usda.gov QuickHire®: Evaluate the People, Not the Paper. All Rights Reserved.













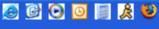












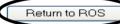


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Current Application Status

We have received your application for the following announcements. To return to this page in the future when applying for a job via USAJobs, you should login to the USAJobs site and choose the Track your online job Applications link. A Detailed Status link for all jobs to which you have applied will be displayed. Choosing the Detailed Status link will allow you to access the option to view your application status.

ANNOUNCEMENT#	JOB TITLE	VACANCY STATUS	APPLICATION STATUS	COMMENTS	Email
HQ-N-2005-0113	HR Specialist Assistant	Application Received	Grade 04:Application Received	No Comment	EMAIL





Questions, Comments or Feedback can be directed to bww.shington@quickhire.com QuickHire& Evaluate the People, Not the Paper. All Rights Reserved.



elcome

a have arrived here from Recruitment One Stop

ed upon our information, you have visited our site in the past. What would you like to do?

View Detailed Status of applications with this agency

View/Generate Fax Cover Sheets

ontinue

Questions, Comments or Feedback can be directed to







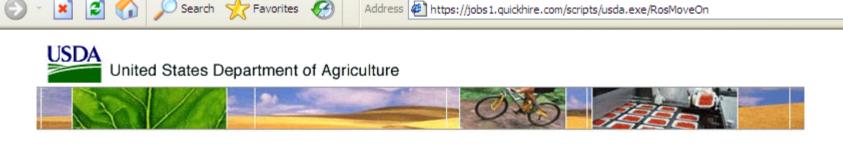












enerate Fax Cover Sheets

access the option to Generate Fax Cover Sheets.

ir application has been received for the announcements listed below. In order to be considered for the position, you must provide the requested umentation. Please print out a fax cover sheet for each of the requested documents and fax the cover sheet and document to the phone number icated on the fax coversheet.

each requested document, please print a fax cover sheet by selecting the checkbox in the "Select Cover Sheet" column and click on the "Print ver Sheet" button. In order to print the cover sheet, you must be connected to a printer.

return to this page in the future when applying for a job via USAJobs, you should login to the USAJobs site and choose the "Track your online applications" link. A Detailed Status link for all jobs to which you have applied will be displayed. Choosing the Detailed Status link will allow you

u must follow the Fax Instructions very carefully for us to be able to process your faxed documents correctly. Please click on the link below to w Fax Instructions. We recommend that you print these instructions and keep them handy while faxing. View Fax Instructions

ANNOUNCEMENT #	JOB TITLE	TIME REQUESTED	DOCUMENT TYPE	SELECT COVER SHEET	STATUS
Not Applicable	Not Applicable	Requested At Registration	SF-50		Not Received
Not Applicable	Not Applicable	Requested At Registration	College Transcripts		Not Received
Not Applicable	Not Applicable	Requested At Registration	Schedule A Certification		Not Received
					<u> </u>

When your documents have been received, this box will show the date and time of receipt



















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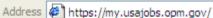


















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Log Out

Welcome back, Scott MacBean

When using your account, you can view and edit your Account Profile, anytime. Track your online job Applications.

Create, edit and manage your resumes on the Manage Resumes

Resume 1: Resume

D MY IOB SEARCH AGENTS

Get your job search agent results here.

Create New Agent

NEW USAJOBS Alerts

Are you eligible for reinstatement? If vou held a career or careerconditional appointment for 3 years, you might be eligible. To find out more, go to http://www.usajobs.opm.gov/EI2.asp.

Current Profile Info

Scott MacBean

Email: scott.macbean@monster.com

If you're not Scott MacBean, click here

Has your email address changed? Have you moved? Click here to update your account profile.

















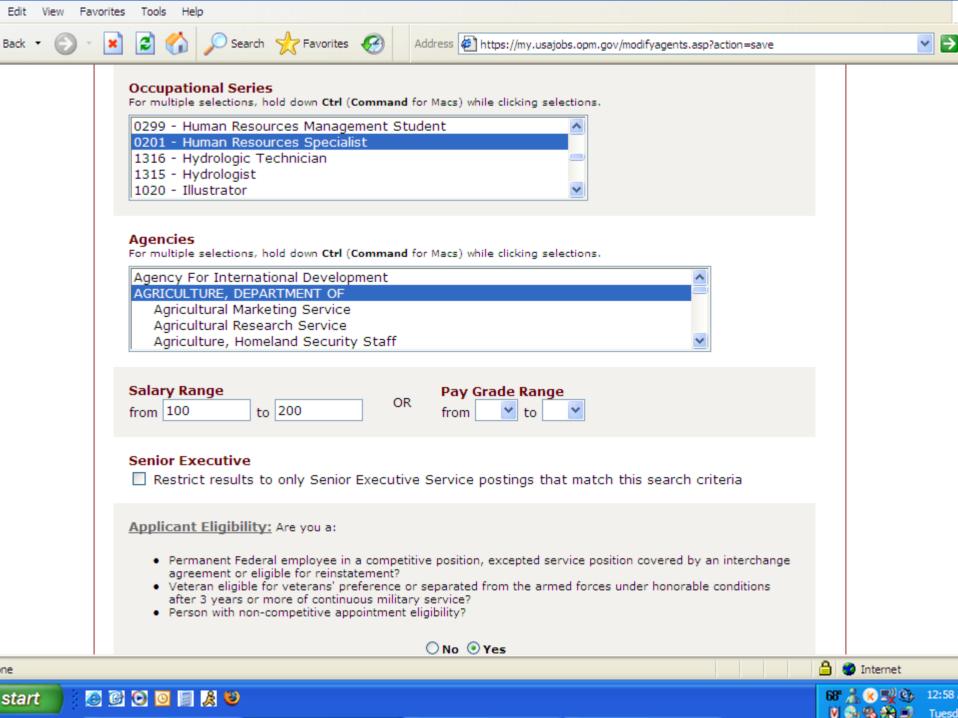


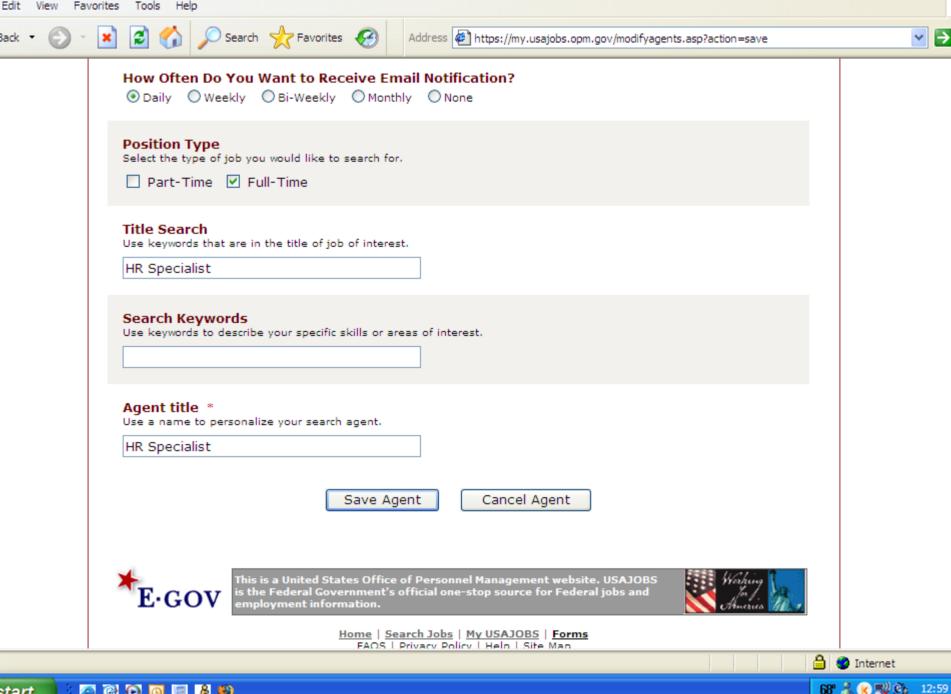


























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